

NSLS ENVIRONMENTAL MANAGEMENT SYSTEM

OPERATIONAL CONTROLS FORM

OPERATIONAL CONTROL FOR SIGNIFICANT ENVIRONMENTAL ASPECTS: <u>MACHINE SHOPS: INDUSTRIAL & HAZARDOUS WASTE</u> <u>GENERATION, CHEMICAL STORAGE (SPILLS)</u>	COMPLETED BY: <u>A. ACKERMAN / D. BAUER</u> DATE: <u>JANUARY 3, 2002</u> PAGE: 1 OF 3
1. Operation: NSLS Machine Shop Operation – PEP Process ID: NSLS-462-MS	
2. Activities: <div style="margin-left: 40px;"> 1) Storage of chemicals and oils. 2) Dispensing and use of chemicals and oils. 3) Disposal of chemicals, oils, and oil contaminated rags and metal waste. </div>	
3. Operational Controls: <div style="margin-left: 20px;"> 1. Tier I inspections 2. 1.3.6 Work Planning Program 3. Chemical Management System 4. Operational Control Form 5. NSLS ES&H Policies and Requirements Manual <ul style="list-style-type: none"> • LS-ESH-PRM-6.2.0, Lead Work Guidelines • LS-ESH-PRM-7.0.0, Hazardous Waste Management • LS-ESH-PRM-9.0.0, Local Emergency Plan 6. Subject Areas <ul style="list-style-type: none"> • Hazardous Waste Management • Spill Response • Pollution Prevention 7. "How Do I Management" ... Web Page <ul style="list-style-type: none"> • Glass • Metal Chips from Machining Operations 8. Secondary containment of all liquids (trays, cabinets, etc...) 9. Sink Posting 10. Training as identified in the BTMS. <ul style="list-style-type: none"> • Read and Sign Training Form "Machine Shop Operations" for all shop users. • Read and Sign Training Form "Lead Working" for the managers of the designated lead machine shops and all staff/users that machine lead. </div>	
4. Maintenance Plan: Not Applicable	
5. Actions to be Taken if Controls Fail:	

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Follow the Local Emergency Plan, located in the NSLS ES&H Policies and Requirements Manual, or specific procedures posted in work area, if applicable.	
6. Records: 1) Tier 1 database. 2) 1.3.6 Work Planning files. 3) Chemical Management System Database. 4) Operational Control Form. 5) Brookhaven Training Management System (BTMS) records. 6) Signed Read and Sign training forms 7) Waste disposal forms: Waste Management Division. 8) PAF 462.	
7. Responsibilities:	
Name	Responsibility
Shop Supervisor	Assure proper use of secondary containment, sink postings, and CMS system. Review proposed work and assure referral of appropriate operations to the NSLS Work Control Manager. Respond to Tier 1 findings and required corrective actions.
Shop Staff	Adhere to BNL waste disposal requirements. Act to control and report chemical spills.
NSLS Safety Engineer	Complete Tier 1 inspections and report findings to the shop supervisor. Track corrective actions. Maintain supply of spill control materials.
NSLS Training Coordinator	Maintains training database, tracks and reports training status to staff.
8. Training: Personnel have complete Job Training Assessments (JTA's)	

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